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OSA 5445-63

18 October 1963

MEMORANDUM FOR: Chief, Operations Division, OSA
SUBJECT: Airlift - Headquarters Assigned Aircraft

1. I have recently participated as an aircrew member in a Headquarters directed airlift of take from Eastman-Kodak to NPIC. The over-all management of this flight reflected unfavorably on this Headquarters.
2. Observations as a result of above mission:
 - a. Headquarters unaware of a possible requirement for airlift.
 - b. Airlift again being handled via telephone rather than message.
 - c. Headquarters unaware of weight and cube of materiel for airlift.
 - d. Aircrew not briefed in any manner except go to Rochester for pickup.
 - e. No documents, planning charts, regulations, etc., available in Headquarters to assist Headquarters pilots in preparation for mission.
 - f. No instructions containing names of contacts, courier, or telephone numbers at destination.

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- g. Headquarters assigned pilots generally uninformed on policies and procedures.
- h. Freight delayed at Eastman-Kodak due to lack of transportation from plant.
- i. Courier not informed names and telephone numbers of Security contacts at plant.
- 3. Request immediate action to recover positive control of Headquarters aircraft and airlift procedures.

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Acting Deputy Assistant Director, OSA

cc: D/FA/OSA

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ADAD/OSA [redacted] :ph (18 Oct 63)

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